

California Baptist university, 8432 Magnolia Avenue, Riverside, CA 92504

Hazardous Material Spill Response Checklist (EP-001)

Location of Spill: _____ Date: _____ Time: _____
 Material(s) Spilled: _____

Forward a copy of this check list to the EHS coordinator.

1. Identify the material:

Properly Identify Hazardous Material, refer to Safety Data Sheet (SDS). Responders will determine the risk a material may have on human health and the environment based on information in SDS.

2. Communicate the hazards:

Immediately contact the area supervisor and if necessary, evacuate the area. Based on the hazard's severity and characteristics the following communication methods will be implemented:

A. < 15 Gallons of relatively innocuous material. (Simple Spill)	B. > 15 Gallons of relatively innocuous material. (General Spill)	C. ≥ 1 Gallon (5L) or more of Hazardous Material. (Complex Spill)
<u>Examples:</u> <ul style="list-style-type: none"> Motor oil Battery acid Coolants & lubricants Very Mild Acids & Bases Household hazardous waste Non- toxic materials 	<u>Examples:</u> <ul style="list-style-type: none"> Motor oil Battery acid Coolants & lubricants Mild acids & bases Low toxicity materials 	<u>Examples:</u> <ul style="list-style-type: none"> Acutely Toxic Materials. Water reactive or Pyrophoric (air reactive) chemicals. Corrosives (pH ≤ 2 or ≥ 12.5) or rated for steel corrosion. Oxidizers. Significant amounts of combustible material

California Baptist university, 8432 Magnolia Avenue, Riverside, CA 92504

- **If the spill is less than 15 gallons of relatively innocuous material (Simple Spill).**
 - Proceed to initiate spill response.
 - Forward this check list to EHS.

- **If the spill is more than 15 gallons of relatively innocuous material (General Spill) or 1 gallon or more of hazardous material (Complex Spill).**

a. Contact our Emergency Spill Response, ACT, by calling:

NAME	TITLE	CELL #	EMAIL
Keith Munnerlyn	Operations Manager Redlands	562-204-8806	kmunnerlyn@actenviro.com
Jeff Ruhl	General Manager	858-382-6352	jruhl@actenviro.com
Bill Coleman	E.R. Supervisor	209-819-9731	bcoleman@actenviro.com
Paul Atkinson	Branch Manager	626-224-1666	patkinson@actenviro.com
Tim Berrens	Special Projects General Manager	253-777-6250	tberrens@actenviro.com
Linda Jenko	Account Manager	909-255-2554	ljenko@actenviro.com
Spill hotline:		866-348-2800	

- b. Inform Safety Services that Emergency Spill Response has been contacted.
- c. Notify EHS.

- **⚠ Emergency Action ⚠:**

- a. If the spill presents an immediate danger to life, health, and personal safety (i.e., Extremely Hazardous Materials: high toxicity, reactive, explosive etc.), contact **RFD or Dial 911**.
- b. Evacuate the area.

California Baptist university, 8432 Magnolia Avenue, Riverside, CA 92504

- c. Inform Safety Services that Emergency Services have been called.
- d. If viable and trained personnel are available, block off the area, initiate shut off procedures, provide first aid, and decontaminate personnel that may have been contaminated.

DO NOT PROCEED DOWN CHECKLIST IF THERES AN IMMEDIATE DANGER TO LIFE, HEALTH, AND PERSONAL SAFETY!

3. Immediate Spill Response:

- I. Don personal protective equipment (PPE) as appropriate to the hazards. Refer to SDS. If a respirator is needed, please refer to the respiratory protection program.
- II. Protect storm and sewer drains by sealing and/or blocking nearby drains. Use absorbent socks and drain seals.
- III. Provide shoring to contain the spill within the perimeter (Hot Zone).
- IV. Establish a perimeter by placing caution tape in the surrounding area.

4. Clean up for simple spills:

- I. Prevent the spread of dust and vapor.
 - a. If the substance is vaporous or can produce airborne dust, close doors, and increase ventilation (through fume hoods, for example) to prevent the spread of dust and vapors to other areas.
- II. Neutralize corrosives.

California Baptist university, 8432 Magnolia Avenue, Riverside, CA 92504

a. ⚠️ *The neutralization process may be reactive, yielding heat as a byproduct. This can cause splashing.* ⚠️

b. Neutralize acids with soda ash or sodium bicarbonate.

c. Bases can be neutralized with citric acid or ascorbic acid.

d. Use pH paper to determine when acid or base spills have been neutralized.

III. Absorb liquid via absorbent media:

a. Absorbent pads, pillows, socks, or booms.

b. Loose absorbent such as vermiculite, granulated corn husk, “spill fix”, etc.

IV. Collect absorbent media and debris in a liner bag.

5. Decontamination:

a. When appropriate, decontaminate the surface where the spill occurred using a mild detergent and water. *Do not power-wash if near a storm drain.*

b. Capture contaminated rinse via absorbent media. Place it into a liner bag.

c. Dispose of any broken glass ware or debris into reinforced heavy liners (double bagged).

d. Doff contaminated PPE, collect contaminated disposables, and place it into a liner bag.

6. Proper disposal:

a. Use approved spill kits / containers.

b. Place liner bags with contaminated material, equipment, and debris into dedicated Hazardous Waste containers. Approved containers may be used to house Hazardous Waste.

c. Turn over the spill container to EHS for proper Hazardous Waste Management.

California Baptist university, 8432 Magnolia Avenue, Riverside, CA 92504

If you need further guidance, please contact the EHS Coordinator at: 951.552.8847

Fill out the information requested below and forward a copy of the Spill Response Checklist to the EHS coordinator.

Material Released (Attach SDS):	Quantity (Gals, Lbs., In ³ , etc.):	Injuries:
		Y / N
Storm / Sewer drains affected (Y/N)? If Yes, State Location:	Clean up Method:	Responding Personnel:

California Baptist university, 8432 Magnolia Avenue, Riverside, CA 92504

Comment(s):

Empty comment box

California Baptist university, 8432 Magnolia Avenue, Riverside, CA 92504

NOTE:

During planned maintenance at a fixed facility, small drips are to be expected and may be considered “not significant”.

- I. If a small release of a relatively innocuous material is spilled within facility boundaries and is contained and cleaned up in a short amount of time, it may be “non-significant.” (e.g., one gallon of petroleum oil is spilled onto concrete floor of a warehouse and is immediately contained and cleaned up -OR- a few ounces of gasoline spill during a customer drive-off at a fuel station and absorbent is immediately applied, then cleaned up and properly handled.)
- II. If a small amount of a relatively innocuous material is released into secondary containment and it is cleaned up in a short amount of time, it may be “non-significant.”

Precautions:

- Locate nearby evacuation routes, emergency eyewash/showers, and fire extinguishers.
- Always wash face, hands, and exposed skin thoroughly after handling hazardous materials.
- If you are feeling unwell and suspect you are suffering from the effects of exposure, please contact HR if you wish to seek medical attention. *See the Injury Illness Prevention Program for more information.*